



GAIL FARBER, Director

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331

<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

April 01, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

30 April 1, 2014

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**AMENDMENT 3 TO CONTRACT NO. 77239 FOR
LANDSCAPE AND GROUNDS MAINTENANCE SERVICES FOR
ROAD MAINTENANCE DISTRICT 146/446 IN THE UNINCORPORATED
COUNTY AREA OF WHITTIER
(SUPERVISORIAL DISTRICT 4)
(3 VOTES)**

SUBJECT

This action is to amend the contract for Landscape and Grounds Maintenance Services for Road Maintenance District 146/446 to add newly constructed landscaped medians on Carmenita Road from Lanett Avenue to Lanning Drive in the unincorporated County area of Whittier.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the work continues to be categorically exempt from the provisions of the California Environmental Quality Act.
2. Find that the services continue to be more economically performed by an independent contractor than by County of Los Angeles employees.
3. Approve Amendment 3 to Contract No. 77239 with Far East Landscape and Maintenance, Inc., for Landscape and Grounds Maintenance Services for Road Maintenance District 146/446 to expand the service area commencing on April 23, 2014, and execution by both parties, whichever occurs last, at an additional \$25,000 to increase the annual amount from \$95,489 to \$120,489 prorated for the current and final contract year, and the prorated monthly amount of \$10,458 for a month-to-month extension up to 6 months with a maximum contract term of 66 months.

4. Authorize the Director of Public Works or her designee to increase the annual contract amount up to an additional 10 percent of the contract annual sum for unforeseen, additional work within the scope of the contract, if required.

5. Authorize the Director of Public Works or her designee to execute the amendment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action is to expand the service area to include newly constructed medians on Carmenita Road from Lanett Avenue to Lanning Drive for landscape and grounds maintenance services for Road Maintenance District 146/446 in the unincorporated County area of Whittier.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provisions of Operational Effectiveness (Goal 1), Fiscal Sustainability (Goal 2), and Integrated Services Delivery (Goal 3). The contractor who has the specialized expertise to provide these services accurately, efficiently, timely, and in a responsive and cost-effective manner will support the Department of Public Works in meeting these goals.

FISCAL IMPACT/FINANCING

There will be no impact to the County General Fund.

The requested prorated increased contract annual amount of \$25,000 will increase the annual amount from \$95,489 to \$120,489 prorated for the current and final contract year, and the prorated monthly amount of \$10,458 for a month-to-month extension up to six months plus 10 percent contingency for unforeseen, additional work within the Scope of Work of the contract, if required.

Funding for the amended services is available in the Fourth Supervisorial District's Road Construction Program in the recommended Fiscal Year 2013-14 Road Fund Budget. Funding for the contract's remaining option year and 10 percent additional funding for contingencies will be requested through the annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On February 16, 2010, Agenda Item 16, the Board approved Contract No. 77239 for landscape and median maintenance services for an initial one-year period with four 1-year renewal options for a total contract period of five years at an annual contract amount of \$71,609, commencing on February 23, 2010, with Far East Landscape and Maintenance, Inc., located in Valencia, California.

On May 16, 2011, during the contract's first option year, this contract was amended to expand the level of service to include the areas of La Mirada Boulevard from Dunton Drive to Leffingwell Road and Mulberry Drive from Colima Road to 1,000 feet east of La Mirada Boulevard. Under Amendment 1, the annual contract amount increased to \$83,249 to include the new service areas.

On July 30, 2013, during the contract's third option year, this contract was amended to expand the level of service to include newly constructed medians and provide a one-time plant restoration improvement to medians. Under Amendment 2, the annual contract amount increased to \$107,081 for the current contract term to include the new service areas. The subsequent optional contract

term annual contract amount increased to \$95,489.

Subject to the Board's approval, this contract will expand the service area to include newly constructed medians on Carmenita Road from Lanett Avenue to Lanning Drive in the unincorporated County area of Whittier.

Amendment 3, which is substantially similar to the enclosed form (Enclosure), will continue the contract's current terms, specifications, and conditions. Prior to the Director of Public Works or her designee executing this amendment, the contractor will sign and County Counsel will review it as to form.

The contractor will continue to pay its full-time employees the current Living Wage Rate approved by the Board on February 6, 2007, and confirms that it will comply with the County's Living Wage reporting requirements. The County's Proposition A and Living Wage Ordinance (LWO) provisions apply to the contract, as County employees can perform these contracted services. The contract complies with all of the requirements of the Los Angeles County Code, Section 2.201. The contractor will continue to pay its full-time employees the required minimum rates of \$11.84 per hour without health benefits, or \$9.64 per hour with health benefits of \$2.20 per hour, as specified in the LWO adopted by the Board on March 15, 2007, and confirmed that it continues to comply with the County's Living Wage reporting requirements.

Pursuant to the applicable memorandum of understanding, the appropriate union was notified on January 29, 2014, of this recommended action to amend the contract.

Using methodology approved by the Auditor-Controller, the Proposition A cost analysis indicates that the additional services can be performed more economically by the private sector.

ENVIRONMENTAL DOCUMENTATION

The proposed work is categorically exempt from the California Environmental Quality Act (CEQA). The work is within a class of projects that has been determined not to have a significant effect on the environment in that they meet the criteria set forth in Section 15301(h) of CEQA.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the amendment will continue the current contracted services and expand the service area.

CONCLUSION

Please return one adopted copy of this letter to the Department of Public Works, Administrative Services Division.

The Honorable Board of Supervisors

4/1/2014

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Respectfully submitted,

A handwritten signature in black ink that reads "Gail Farber". The script is cursive and fluid, with the first name "Gail" and last name "Farber" clearly distinguishable.

GAIL FARBER

Director

GF:GZ:cg

Enclosures

c: Chief Executive Office (Rita Robinson)
County Counsel
Executive Office
Internal Services Department, Contracts Division
(w/o enc.)

AMENDMENT 3 TO CONTRACT NO. 77239

LANDSCAPE AND GROUNDS MAINTENANCE SERVICES FOR
ROAD MAINTENANCE DISTRICT 146/446

THIS AMENDMENT, made and entered into this ____ day of _____, 2014, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY) and FAR EAST LANDSCAPE AND MAINTENANCE, INC., a California corporation (hereinafter referred to as CONTRACTOR).

WITNESSETH

WHEREAS, Contract No. 77239 was entered into between the COUNTY and the CONTRACTOR, on February 16, 2010, to provide landscape and grounds maintenance services for a period of one year with four 1-year renewal options commencing on February 23, 2010; and

WHEREAS, the COUNTY and CONTRACTOR entered into Amendment 1 to expand the service area, starting May 16, 2011, to include the areas of La Mirada Boulevard from Dunton Drive to Leffingwell Road and Mulberry Drive from Colima Road to 1,000 feet east of La Mirada Boulevard; and

WHEREAS, the COUNTY and CONTRACTOR entered into Amendment 2 to expand the service area, starting July 30, 2013, to expand the service area to include two additional areas and provide a one-time plant restoration improvement to; and

WHEREAS, the COUNTY desires to expand the service area to include newly constructed landscaped medians on Carmenita Road from Lanett Avenue to Lanning Drive in the unincorporated COUNTY area of Whittier, commencing on April 23, 2014, and execution by both parties, whichever occurs last.

NOW, THEREFORE, in consideration of these facts and payment to be made by the COUNTY, the COUNTY and the CONTRACTOR agree that Contract No. 77239 between them shall be amended as follows:

FIRST: The Contract is hereby amended to provide that the CONTRACTOR shall perform landscape and grounds maintenance services for the following area as reflected in Attachment A, commencing on April 23, 2014, or execution by both parties, whichever occurs last:

- Carmenita Road from Lanett Avenue to Lanning Drive

This Contract's Exhibit E.3 (Service Area Maps for Road Division 146/446 Medians) shall be expanded to include the areas depicted in Attachment A.

IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Director of Public Works, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.

COUNTY OF LOS ANGELES

By _____
Director of Public Works

APPROVED AS TO FORM:

JOHN F. KRATTLI
County Counsel

By _____
Deputy

FAR EAST LANDSCAPE AND
MAINTENANCE, INC.

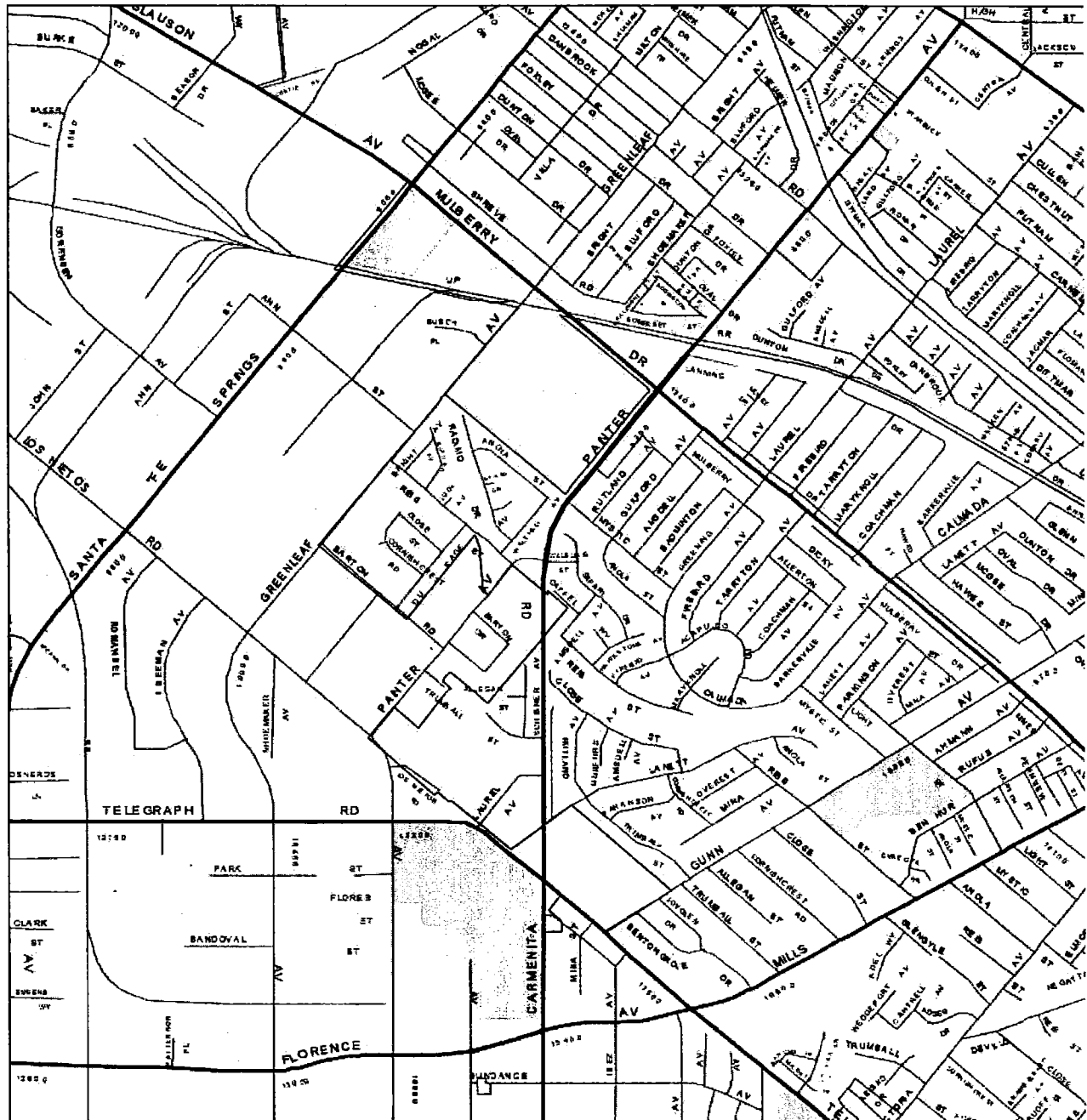
By _____
Its President

Type or Print Name

By _____
Its Secretary

Type or Print Name

Carmenita Road from Lanett Avenue to Lanning Drive



DEPARTMENT OF PUBLIC WORKS
900 S. Fremont Ave.
Alhambra, CA 91803

Enter Division Name Here
Enter Section Name Here

Printed using the Land Information Website (Wed Nov 20 12:57:09 PST 2013)



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CARMENITA ROAD FROM LANETT AVENUE TO LANNING DRIVE

ITEM	ITEM DESCRIPTION	** "PROPOSED HOURS PER FREQUENCY" SHALL NOT BE LESS THAN THE "MINIMUM HOURS PER FREQUENCY".			ANNUAL FREQUENCY x COST PER FREQUENCY = ANNUAL COST		
		MINIMUM HOURS PER FREQUENCY	PROPOSED HOURS PER FREQUENCY	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST	
1.	ALL SITE INSPECTION AND REPORTING PER REQUIREMENTS	0.5	1.00	52	\$20.00	\$1,040.00	
2.	ALL MANAGEMENT AND SUPERVISION	1	1.00	52	\$30.00	\$1,560.00	
3.	MOWING						
1 of 3	a. Warm Season - April through November						
	b. Cool Season - December through March						
4.	MECHANICAL EDGING						
a.	Turf Areas						
b.	Groundcover	2	2.00	26	\$50.00	\$1,300.00	
5.	WEED REMOVAL						
a.	Walks, Beds, Planters, and Groundcover	2	2.00	52	\$45.00	\$2,340.00	
b.	Bare Areas	2	2.00	26	\$40.00	\$1,040	
c.	Undeveloped Areas						
6.	LITTER CONTROL	1	1.00	52	\$40.00	\$2,080.00	
7.	RAKING						
a.	Turf Under Trees						
b.	Planter Beds and Planters	1	1.00	12	\$200.00	\$2,400.00	
8.	CLEARANCE PRUNING/HEDGE TRIMMING						

ITEM	ITEM DESCRIPTION	** "PROPOSED HOURS PER FREQUENCY" SHALL NOT BE LESS THAN THE "MINIMUM HOURS PER FREQUENCY".		ANNUAL FREQUENCY x COST PER FREQUENCY = ANNUAL COST		
		MINIMUM HOURS PER FREQUENCY	PROPOSED HOURS PER FREQUENCY	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
a.	Tree Safety Clearance / Tree Pruning	1	1.00	6	\$800.00	\$4,800.00
b.	Shrub Safety Clearance / Shrub Pruning	2	2.00	6	\$1,000.00	\$6,000.00
c.	Hedge Shaping / Trimming					
d.	Groundcover Thinning / Turf Reseeding	1	1.00	1	\$776.00	\$776.00
9.	SWEEPING - HARD SURFACES, WALKS, AND STEPS					
10.	AERIFICATION					
11.	RODENT CONTROL					
12.	TURF AND PLANT FERTILIZATION					
13.	CHEMICAL APPLICATION					
a.	Turf - detailing general turf areas with systematic herbicides					
b.	Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb and Gutter Expansion Joints, Roadways, Stream Beds - with systematic herbicides	2	2.00	12	\$200.00	\$2,400.00
14.	IRRIGATION / WATERING - AUTOMATIC					

ITEM	ITEM DESCRIPTION	** "PROPOSED HOURS PER FREQUENCY" SHALL NOT BE LESS THAN THE "MINIMUM HOURS PER FREQUENCY".		ANNUAL FREQUENCY x COST PER FREQUENCY = ANNUAL COST		
		MINIMUM HOURS PER FREQUENCY	PROPOSED HOURS PER FREQUENCY	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
a.	Valve Box Integrity – replace covers, check for safety and security, more often if necessary	0.25	1.00	52	\$42.00	\$2,184.00
b.	Inspect, Operate, Control, and Make Adjustments, more often if necessary	0.25	1.00	52	\$40.00	\$2,080.00
c.	Repair, Replace, Relocate Sprinkler Heads, Repair Lines, more often if necessary			AS-NEEDED		
d.	Manual Watering of Shrubs and Turf, more often if necessary			AS-NEEDED		
15	PLANT REPLACEMENT / INSTALLATION (1 & 5 GALS.)			AS-NEEDED		

TOTAL ANNUAL COST – CARMENITA
ROAD FROM LANETT AVENUE TO
LANNING DRIVE:

\$30,000.00

LANDSCAPE AND GROUNDS MAINTENANCE SERVICES - RD 146/446 MEDIAN
Carmenita Rd- Lanett Avenue to Lanning Drive

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT:

PROPOSER: Far East Landscape & maintenance Inc.

POSITION/TITLE *	HOURS PER DAY							HOURS PER WEEK	ANNUAL HOURS <small>(#2 x Hrs per wk)</small>	HOURLY WAGE RATE**	ANNUAL COST
	SUN	MON	TUE	WED	THU	FRI	SAT				
(LIST EACH EMPLOYEE SEPARATELY)											
Foreman				6				6	312	11.84	\$ 3,694.08
Labor				6				6	312	11.84	\$ 3,694.08
Supervisor				3				3	156	19	\$ 2,964.00
										\$	
										\$	
										\$	
										\$	
										\$	
										\$	
										\$	
										\$	
Comments/Notes:									Total Annual Salaries		\$ 10,352.16
								(1) Vacations, Sick Leave, Holiday		\$	569.00
								(2) Health Insurance ***		\$	385.00
								(3) Payroll Taxes & Workers' Compensation		\$	2,903.84
								(4) Welfare and Pension		\$	252.00
								Total Annual Employee Benefits (1+2+3+4)		\$	4,109.84
								(5) Equipment Costs		\$	4,928.00
								(6) Service and Supply Costs		\$	4,128.00
								(7) General and Administrative Costs		\$	1,982.00
								(8) Profit		\$	4,500.00
								Total Annual Other Costs (5+6+7+8)		\$	15,538.00
								TOTAL ANNUAL PRICE		\$	30,000.00

* All employees shown must be FULL-TIME employees of the proposer, unless exemption to use Part-Time employees has been granted by the County.

**** Living wage rate shall be at least \$11.84 per hour.**

Living wage rate shall be at least \$11.04 per hour.

Minimum cost for health insurance is \$2.20/hour if hourly wage rate is between \$9.64 and \$11.84, unless exemption from living wage requirements has been granted by the County.

Note: This cost methodology is to show, in detail, how the Proposer arrived at the proposed contract price. This methodology is to reflect employee classifications to be used (e.g., landscape maintenance laborer, working supervisor, etc.); hours to be worked daily, weekly, and annually by each classification; hourly and annual wages to be paid to each classification; estimated annual payroll taxes; estimated annual allowances for vacation, sick, holiday, health and welfare, and pension. Proposer's costs for insurance, supplies, equipment, overhead, and any other miscellaneous costs are to be shown as requested. These costs, plus the gross labor costs and projected profit, must match the total to the Proposer's annual price as quoted in Form PW-2, Schedule of Prices. When there is a discrepancy between the price quoted in Form PW-2, Schedule of Prices, and this cost methodology, Form LW-8, the correctly calculated price indicated in Form PW-2, Schedule of Prices, shall prevail.

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the proposal.

[Handwritten signature]

11/16/2013

Date _____

Signature

Name of Proposer